



Select Board

Town of Hinesburg
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Meeting Minutes – June 8, 2017

- Draft -

Attending the Meeting: Aaron Kimball, Andrea Morgante, Merrily Lovell, Phil Pouech (electronically), Tom Ayer (electronically), Renae Marshall and attached list.

Meeting called to order at 6:30 p.m. by Vice Chair, Aaron Kimball.

No public comment

Planning Commission Interviews

Bill Marks and Marie Gardner were both present to interview for the open seat.

Bill spoke of his interest in serving on the Planning Commission and what he feels he brings to the Commission noting his greatest interest is in the rural areas.

Andrea asked Bill what he would change in the Town Plan and he noted adding protection for ridgelines and hilltops.

Marie stated she has been interested for a while in being on the Planning Commission. She added that with her current position of lister/assessor ending she now has time to devote to that. Marie noted her knowledge of how Town policies effect Hinesburg residents directly and feels as a business owner she can bring that insight to the Commission.

Merrily asked Marie when her lister position will be finished. Marie said she anticipates to be done the end of this year.

Andrea asked Marie what she would change in the Town Plan. Marie responded that she feels density in the rural areas could be fine-tuned to allow a bit more development.

Andrea moved that the Select Board appoint Bill Marks to the Planning Commission for a four (4) year term, expiring on 1/01/21. Second by Merrily.

Phil stated he believes while both bring a lot of experience to the position Marie has a bit more practical experience.

Tom agrees with Phil.

Aaron said he appreciates the comment about the connection of how work done by Town offices directly effects resident's daily lives made by Marie. He noted Bill also has a lot of experience but favors Marie for the position.

Andrea said she supports Bill not only for serving on Conservation Commission but following closely the activities of the Planning Commission.

Motion voted with Andrea and Merrily in favor and Aaron, Phil and Tom opposed. Motion failed.

Aaron moved that the Select Board appoint Marie Gardner to the Planning Commission for a four (4) year term, expiring on 1/01/21. Second by Tom and approved with 5 yes votes.

At 7:17 p.m. following the above action Tom Ayers had to excuse himself from the meeting.

CSWD FY18 Budget Presentation & Endorsement/Drop-off Site Discussion

Sarah Reeves, CSWD General Manager reviewed the proposed FY 18 budget.

Areas highlighted by Sarah were; no change in the tipping fee it will remain at \$21.00 /no increase in the solid waste management fee / tip fees for the bio-solids program will be reduced / increased fees on some materials for hazardous waste / increased tipping fees at Green Mountain Compost.

For those using the drop off centers only for compost there will be a \$1.50 fee per bucket. It is free if you are using the other services available.

Andrea moved the Select Board approve the FY18 budget for the Chittenden Solid Waste District as presented. Second by Merrily and approved with 4 yes votes.

The Board and Sarah then discussed potentially relocating the CSWD drop-off site to another Town owned property on Observatory Road. This location is currently utilized by the Vermont Astronomical Society (VAS). VAS is interested in moving higher on the property, to the location of the capped landfill. This site would offer VAS a better viewing area for their telescopes. The site currently occupied by VAS

appears to be an appropriate amount of area to accommodate what CSWD is looking for. Mike Anthony has done the leg work regarding reaching out to VT Electric Coop, the resident that resides on Observatory Road, etc. If this move can happen, it could certainly be a positive for both entities, moving forward.

Lynn Gardner, Hinesburg's CSWD representative, feels it is important to continue the drop off center in Hinesburg and believes moving up on Observatory Road will work well.

Sarah expressed concerns with the new site; buffer zones, need for clear delineation of where the capped landfill begins, property line of current residence, severe drop off that would need to be worked around, possibility of a smaller space. She said this would have to go before their Board of Commissioners.

Mike Anthony addressed some of the concerns and it was agreed that Renae and Mike Anthony will be the contact persons for the Town to get the information to the Select Board.

Consider Appointing/Reappointing Representatives and Alternates to CCRPC, TAC and CWAC

- (1) CCRPC appointment/reappointment letter – term (July 1, 2017-June 30, 2019)
- (2) CCRPC appointment/reappointment letter for CWAC – term (July 1, 2017-June 30, 2019)
- (3) CWAC Bylaws
- (4) CCRPC appointment/reappointment letter for TAC – term (July 1, 2017-June 30, 2019)
- (5) TAC Bylaws
- (6) PAC appointment/reappointment (letter not received yet)

Phil asked about the timing of notice and date for appointments. The Board agreed to hold off on these till the next meeting.

Consider Approving the Police Services Agreement with St. George

The Board reviewed the contract with Sargent Casco. The only change from the last contract is the traffic stop cost has been raised from \$10 to \$11 and the dispatch charge of punching a case has risen from \$30 to \$33. These are actual costs.

Once our Select Board signs, it can then be presented to the St. George Select Board at their June 15th meeting and in place before July 1, 2017.

Andrea moved that the Select Board approve the Police Services Agreement, as presented. Second by Merrily and approved with 4 yes votes.

Consider Approving Replacement of Two Police Cruisers

The Police Department is now up for replacement of two police cruisers based on the replacement schedule chosen in order to eliminate the repair and maintenance costs of older vehicles. The plan is to have these two cruisers combined with the Highway loader, W/WW utility truck, Highway dump truck, Highway pick-up.

Below is a breakdown of costs for the two types of vehicles:

2017 Ford \$28,377.00
Uninstall/Install- \$1557.00
Lights/Equipment- \$5315.00
Total- \$35,549.00

2017 Tahoe \$35,387.00
Install- \$2026.00
Lights/Equipment- \$4260.00
Total- \$41,673.00

Phil commented that generally he is not in favor of replacing two vehicles at one but it seems to make sense at this time.

Andrea followed up on Phil's comment to stagger purchases and hopes the Town is tracking mileage and to be sure they are not just being replaced due to the schedule and there might be an opportunity to extend a year.

Caleb used an example of past replacement vehicles with higher mileage that had many maintenance costs and a lower resale value and one that was sold for a higher value that had lower mileage.

Andrea moved that the Select Board authorize replacement of two police cruisers with a 2017 Ford for \$35,549.00 and a 2017 Tahoe for \$41,673.00 in FY18, with replacement to be financed through a five-year lease to own (lease financing) option. Second by Merrily and approved with 4 yes votes.

The Board was then reminded that the police vehicles are on a three-year program so Andrea made a friendly amendment to her motion to change from five year to three year with Merrily seconding the amendment. Amended motion voted and approved with 4 yes votes.

Consider Adoption of Animal Control Ordinance

The Board reviewed the ordinance with agree edits.

Andrea moved the Select Board adopt the Animal Control Ordinance as presented. Second by Aaron and approved with 4 yes votes.

The ordinance will be published and posted 5 places in Town. There is a 60-day period to file a petition for any changes and if none it then takes effect.

Consider Approving the Mead Trail Easement

Lenore Budd, Trails Committee Chair, presented a map and easement language to the Board.

This is a 1,475 foot easement connecting trail. There will be small pull off area the Town needs to construct as previously agreed.

Mike Bissonette asked what costs are associated with the pull off. Andrea said it is unknown, Mike Anthony agreed to work it into his budget about 5 years ago.

Andrea moved the Select Board to accept this trail easement granted by Susan Mead as described in the easement language. Second by Merrily and approved with 4 yes votes.

Vermont Fish & Wildlife Conservation Easement – Spencer/Kielman Property

Stevie Spencer was present to review the map and easement proposed.

Andrea moved that the Select Board have the Vice-Chair sign the letter of support to move forward with amending the conservation easement on the Rolf Kielman and Stephanie Spencer property. Second by Merrily and approved with 4 yes votes.

Andrea thanked Stevie and Rolf for the easement.

O’Neil/Donagan Farm Conservation Easement Request

Michael Bissonette, Conservation Commission Chair, reviewed the proposal with the Board.

The Vermont Land Trust, together with the Hinesburg Land Trust and the O’Neil and Donegan families, are working to permanently protect the O’Neil Farm. This agenda item is a request for a \$10,000 contribution from the Town Conservation Fund toward conserving this farm. The Hinesburg Conservation Commission met on May 9, 2017 and supported the request.

Merrily moved that the Select Board appropriate \$10,000 from the Town Land Conservation Fund, as recommended by the Conservation Commission, for the purpose of contributing to the conservation of

the property known as the O'Neil Farm as proposed by the Vermont and Hinesburg Land Trusts. Second by Aaron and approved with 4 yes votes.

Town Plan Review and Discussion – Chapter 7 (Transportation) and Chapter 8 (Energy)

Chapter 7; Andrea suggested changing 7.6.1 on page 89 to a high priority so it can be put in the budget and funded. Phil and Aaron agreed that is important.

There was much discussion of having action items include studies for inclusion of pedestrian and bicycle use.

Lenore Budd said she would like to see studies the Town has completed and paid for put to use.

Chapter 8; add to the high priority list an action regarding municipal uses.

Town Administrator Search Committee

List of Applicants

- Aaron Kimball, Select Board member
- Merrily Lovell, Select Board member
- Deb Howard, resident
- Mary Hurlie, resident
- Jonathan Trefry, resident (former Select Board member)
- Jen McCuin, Town staff (Recreation Coordinator)
- Al Barber, Town staff (Fire Chief)
- Mike Anthony, Town staff (Highway Foreman)
- Alex Weinhagen, Town staff (Director of Planning & Zoning)

Merrily moved that the Select Board appoint above individuals to the Town Administrator Search Committee. Second by Aaron and approved with 4 yes votes.

Consider Approving a Special Event Permit – Hogback Mountain Brewing, Inc.

Andrea moved the Board convene as the Liquor Control Board, second by Aaron and approved with 4 yes votes.

Renae Marshall advised the Board they have the authority to authorize the Town Clerk and Town Administrator to act on these permits.

Aaron moved to authorize the Town Administrator and or Town Clerk for the purpose of approving liquor permits and permits for outside consumption and have the Town Administrator include approvals in their report. Second by Merrily and approved with 4 yes votes.

Andrea moved to adjourn as the Liquor Control Board, second by Aaron and approved with 4 yes votes.

Town Administrator’s Report

- a. **Draft W/WW Budget** – Still have a couple of pieces on information that we are in need of so I can provide in advance of next meeting. Erik Bailey will have returned by then and can fill in the necessary information.
- b. **Allocation Committee** – Again, due to Erik’s absence and some unknowns with the current system, we may want to delay start of this committee until July.
- c. Update to previous discussion regarding **Highway Equipment Replacement**
- d. **Paving Bids** – The paving bids came in and the low bid allows the Town to perform the entire paving plan, was presented in May. Paving is anticipated to begin in mid-late August. A memo is in your packet.
- e. **Water Leak Issue Unresolved** – Unfortunately, the significant water leak issue remains unresolved. Our crew has been actively searching for the issue with no success, as of yet. We have a consultant that has been out here twice with more advanced equipment in hopes they can find the issue. Until this is resolved, we have no additional allocations to give out.
- f. **Porch Improvements** – Renae noted what is being done to spruce up the Town Hall building and extended an invitation for anyone interested to help.
- g. **Hannaford Appeal** – is in the environmental court.
- h. **Summer Schedule Reminder** – Just a quick note to give the following dates again:
 - i. June – Thursday 6/08 and Thursday 6/22
 - ii. July – Thursday 7/06 and Thursday 7/20
 - iii. August – Thursday 8/03, Thursday 8/17, and Thursday 8/31.

<i>“Two-and-Two”</i>	
<u>06/22/17</u>	<u>07/06/17</u>
<ul style="list-style-type: none"> ▪ Town Plan Review 	<ul style="list-style-type: none"> ▪ FY18 Water/Wastewater budget review and adoption ▪ FY18 Allocation tables adoption (per the current ordinance).

Select Board Items

Andrea asked for time on the agenda at the next meeting to discuss an opportunity to apply for a grant for Environmental Conservation for stormwater work at HCS.

Andrea added to Renae's list of sprucing up that the benches along the canal need stabilizing.

Minutes

Andrea moved to approve the minutes of May 8 and May 15. Second by Aaron and approved with 4 yes votes.

Warrants

Aaron moved to approve the warrants, including payroll, as submitted by the Town Treasurer. Second by Merrily and approved with 4 yes votes.

The meeting adjourned at 10:35 p.m. on a motion by Aaron, second by Andrea and unanimously approved.

Respectfully submitted,
Valerie Spadaccini, clerk of the Board